

2019 SPRING

WORKFORCE
Continuing Education



COURSE SCHEDULE

Defensive Driving

Speeding ticket? We can help!

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COURSE LISTINGS

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 **Southwestern**
COMMUNITY COLLEGE

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- Table Gaming

828.339.4426

www.southwesterncc.edu/workforce-innovations

GENERAL INFORMATION

CONTACT INFORMATION

Toll Free Number	1.800.447.4091
General Information	339.4426
College & Career Readiness	339.4272
Defensive Driving	339.4656
Emergency Medical Services	306.7044 OR 306.7053
English Language(ESL)/Civics	339.4620
Fire and Rescue	306.7045
GED & HiSet Testing	339.4486
Heritage Arts	366.2005
Human Resources Development	306.7020
Law Enforcement	306.7043 OR 306.7046
Job & Career Preparation	306.7020
Motorcycle Rider	306.7041 OR 306.7040
Nursing Assistant	339.4305 OR 339.4331
Personal Enrichment	339.4657
Professional Licensure	339.4657
Small Business Center	339.4211 OR 339.4426
Transcripts	339.4426 OR 339.4206
Workforce Education	339.4218

REGISTRATION FEES

Registration fees are due at the time of registration. Students are not enrolled until all registration fees are paid. Registration fees, supplies fees, technology fees, insurance fees, and book fees, if required, are listed with each course listing.

ELIGIBILITY

Admission is open to adults who are at least 18 years old and who are not enrolled in public school. 16-18 year olds may enroll in some courses. Students under 18 years of age may enroll in summer classes specifically for the younger student. Only individuals who have registered and paid may attend class.

REFUND POLICY

Registration fee refunds are granted only under the following circumstances:

- A student who officially withdraws from an extension class(es) prior to the first class meeting shall be eligible for a 100 percent refund. Also, a student is eligible for a 100-percent refund if an applicable class is canceled.
- After the respective class begins a 75-percent refund shall be made upon the request of the student if the student officially withdraws from the class prior to or on the 10-percent point of the scheduled hours of the class. Note: This rule is applicable regardless of the number of times the class meets or the number of hours the class is scheduled to meet.
- A 100-percent refund shall be made if the student officially withdraws from a contact hour class prior to the first day of class of the academic semester or term or if the college cancels the class. A 75-percent refund shall be made if the student officially withdraws from a contact hour class on or before the tenth calendar day of the class.
- **Self-supporting classes are not eligible for refunds.**

CONTINUING EDUCATION CREDIT

For occupational extension classes, Continuing Education Units (CEUs) are allowed. One CEU may be given for each 10 contact hours of participation in class.

DISCLAIMER

The classes presented in this publication should not be considered a contract between SCC and any student. Changes or errors may occur for various reasons. A minimum number of students may be required before a class can be conducted. Pre-registered students will be contacted if changes or class cancellation is necessary.

Please visit www.southwesterncc.edu/workforce-innovations/class-schedule for the most current class schedule.

SAFE DRIVING PROGRAM



Have you received a minor traffic citation or ticket recently? If you have, you may be eligible to complete a four-hour defensive driving course. By completing the course, drivers could save money on their insurance, keep points off their licenses and sharpen their driving skills.

For more info, visit www.southwesterncc.edu/dd or call 828.339.4656.

WEBSITE

Scan the QR code below for more information on our Workforce Continuing Education classes.



Southwestern Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Southwestern Community College.

Identification Statement:

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50,000 copies of this publication were printed at a cost of 18¢ each. SCC sells ads in its class schedules to help offset printing costs. For advertising information, please contact us at 828.339.4000. Distributed free, published 3 times a year.

Open House

SCC Swain Center

March 28 • 4 - 6 p.m.

Learn more about:

- **Fine Arts Classes**
- **Job & Career Preparation Lab** - Open to the community on Wednesdays from 9 a.m. - 2 p.m. in room 111. The Lab focuses on employability skills such as resume writing, job searches, interview assistance, and much more!
- **College & Career Readiness** - Classes are free to the community and are held Tuesday and Thursday evenings from 5:30 - 8:30 p.m. Classes to complete your High School Equivalency diploma (GED® or Hi-Set).
- **Heritage Arts** - Arts & Crafts Classes including pottery, weaving, printmaking & much more!
- **Student Services** - Enrollment Assistance: Learn more about the 60+ curriculum programs offered at SCC.
- **Outdoor Leadership Classes**

Enjoy refreshments and see what SCC has to offer at the Swain Center!



COLLEGE & CAREER READINESS

Class schedules may change, please call for an update.

High School Equivalency

For more information contact Donna Wilson at 828.339.4272 or d_wilson@southwesterncc.edu

Sylva

Oaks Hall	Rm 104	MWTH	9A-12P
Oaks Hall	Rm 104	MW	6-9P
Mountain Projects		TTH	4:30-7:30P

Bryson City

Swain Center	Rm 101	TTH	5:30-8:30P
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Cherokee

Ginger Lynn Welch Complex	Conf. Rm.	TTH	9A-12P
		TTH	6-9P

Franklin

Macon Annex	Rm 101	MTWTH	8:30A-12:30P
Macon Campus	Rm 228	MTH	5P-8P

Job and Career Preparation (HRD)

The course is structured on an open-entry, open-exit basis to meet the customized needs of the participants, is self-paced and provides lecture as well as individual attention.

The course is free to the unemployed. Walk-ins are welcome. Come by at any time during lab hours to register. For more information, contact Melanie Price at 828.306.7020 or m_price@southwesterncc.edu.

Sylva

Oaks Hall	Rm 104	T	9A-2P
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Bryson City

Swain Center	Rm 111	W	9A-2P
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Franklin

Macon Annex	Rm 104	TTH	9A-12P
Macon Campus	Rm 228	M	9-11A
		TH	12:45-2:15P

English Language Acquisition (ELA) / Civics

For more information, contact Jennifer Yowell at 828.339.4620 or j_yowell@southwesterncc.edu

Clases de ingles (ELA)

Sylva			
Oaks Hall	Rm 105	MTW	9A-12P
Oaks Hall	Rm 105	TTH	6-9P

Franklin

Macon Annex	Rm 105	MW	9A-12P
Macon Campus	Rm 108	MW	6-9P
Clarks Chapel Methodist Church		T	6-8:30P
			(Childcare available)

Cashiers

Good Shepherd Church	(Childcare available)	M	6-8:30P
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High School Equivalency (GED®/HiSET)

SCC offers free classes in Jackson, Macon, and Swain counties to prepare you for the high school equivalency tests. Sign up to test by going to www.GED.com or www.hiset.ets.org. Just a few easy-to-follow steps will create a GED® or HiSET account. Select Southwestern Community College as your test center, select the date and time you want to test, pay online and then you are ready to test! Call Devonne Jimison at 828.339.4486 for information on our classes or testing.

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PROFESSIONAL LICENSURE

For more details, please visit - www.southwesterncc.edu/workforce-innovations/professional-licensure
Call or email for more information - Brian Hollands 828.339.4657 or b_hollands@southwesterncc.edu

AUT 3129 - NC Auto Safety Inspection Certification (8 hrs.) This course covers the inspection rules and procedures of a public inspection station. Upon completion, a student should understand the rules, regulations and procedures for safety inspections, be able to properly perform a vehicle safety inspection, and be prepared to sit for the state certification exam.

Jackson Campus, Summit, Room 127			
MT	1/28-1/29	6-10P	R.Frady \$70
MT	3/18-3/19	6-10P	R.Frady \$70
MT	4/22-4/23	6-10P	R.Frady \$70

ELC 3016 - Electrical Contractors' License Renewal Education (8 hrs.) This course meets the requirements of the NC State Board of Examiners of Electrical Contractors for eight hours of continuing education credit.

Jackson Campus, Burrell, Room 102A			
S	1/19	8A-5P	J. Buchanan \$70
Macon Campus, Rm 204			
T	4/9-4/16	5:30-9:30P	J. Buchanan \$70

HEA 3021- Massage Therapy CE Hot Stones (24 hrs.) In this class students will be able to identify the benefits of hot stones. Students will learn how to incorporate hot stones in to their daily practice for increased therapeutic purposes as well as a fabulous full hot stone massage therapists can add to their list of available modalities.

M-W	2/4 - 2/6	9A-6P	J.Burgess/C.Dupree \$70
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MLS 3874 - Notary Public Education (7 hrs.) This course covers the qualifications, procedures and certification for becoming a notary. Students completing this course with a passing exam grade, are eligible to apply for certification with the NC Secretary of State's office. Requirements: High school diploma or GED, at least 18 years of age and legal resident of the USA. Students must: Bring current valid photo ID to class and purchase and read through the 2016 Notary Public Guidelines for North Carolina before class begins. (Book available in the SCC Bookstore or online through the UNC-CH School of Government.)

Jackson Campus, Burrell, Room 303			
Th	1/10	9A-5P	R.Cedrone \$70
Th	3/7	9A-5P	R.Cedrone \$70
Th	4/11	9A-5P	R.Cedrone \$70
Th	5/16	9A-5P	R.Cedrone \$70
Macon Campus, Cecil Groves Center, Room 212			
T	2/19	9A-5P	R.Cedrone \$70
T	3/26	9A-5P	R.Cedrone \$70
Th	5/7	9A-5P	R.Cedrone \$70

SEF 3874 - Electronic Notary Public Education (4 hrs.) This course is designed for currently commissioned Notaries who want to become commissioned as an electronic notary also. Individuals must have current notary commission to participate in E-notary training. For more information, go to www.secretary.state, especially the Electronic Notary Frequently Asked Questions section. To be added to the waitlist for this course call or email Brian Hollands (Info listed above).

SEF 3001- Introduction to Drones: (10 hrs.) Students will learn regulations, laws regarding drones, flying locations and how to fly a drone professionally. To be added to the waitlist for this course call or email Brian Hollands (Info listed above).

SEF 3001- Motor Vehicle Dealer License Pre-Licensing (12 hrs.) This course provides prospective auto dealers with authorized pre-licensing training in order to be licensed in the state of North Carolina. *Self-Supporting*
Macon Campus, Room 212
TW 3/12-3/13 8:30A-3:30P D. Mauk \$235

SEF 3001- Motor Vehicle Dealer License Renewal (6 hrs.) This class will focus on NC Motor Vehicle Dealers and Manufacturers Regulation and on the Vehicle Registration Section Title Manual. *Self-Supporting*
Macon Campus, Room 212
Th 3/14 8:30A-3:30P D. Mauk \$125

FOOD SERVICE

SEF 3001- ServSafe Manager: (8 hrs.) ServSafe™ Manager Certification course includes exam. Students must purchase the ServSafe Manager Course book and exam voucher (7th Edition) from the National Restaurant Assoc. prior to the course. Registration for this course will close 10 days prior to the course start date. *Self-Supporting*
Macon Campus, Room 215
MT 3/11-3/12 8A-1P P. Jones \$75

REAL ESTATE

SEF 3001- Real Estate General Update: (4 hr. CE BIC Update Course #9919) For Non-BICs and Non-BICs-Eligible ONLY This course will focus on radon, selected topics in property management, law and rule updates, protection of consumers' confidential information, and a review of licensing and education requirements. *Students must:* provide their name and license number at course check-in. *Self-Supporting*
Jackson Campus, Burrell, Room 102A
T 4/9 8:30A-12:30P T. Daniels \$55

SEF 3001- Real Estate Broker in Charge Update: (4 hrs. CE BIC Update Course #8819) For BICs and BICs-Eligible ONLY This course will address the same topics as the General Update course plus reminders for brokers-in-charge. *Self-Supporting*
Jackson Campus, Burrell, Room 102B
T 4/9 8:30A-12:30P P. Daniel \$55

SEF 3001- Real Estate Elective: A Case Study Approach: (4-hour CE Elective Course #3279) For All Licensees This course is a case study and group discussion of actual real estate situations encountered by licensees. *Self-Supporting*
Jackson Campus, Burrell, Room 102A & B
T 4/9 1:30-5:30P T. Daniels \$55

WASTEWATER OPERATOR CE

SEF 3001- Wastewater Operator CE: (6 hrs.) Continuing Education for NCDEQ / WPCSOCC license renewal. *Self-Supporting*
Macon Campus, Room 204
Th 3/14 9A-4P B. Deal \$70

PERSONAL ENRICHMENT

For more details, please visit - www.southwesterncc.edu/workforce-innovations/personal-enrichment

Call or email for more information - Brian Hollands 828.339.4657 or b_hollands@Southwesterncc.edu

ART

CSP 4000- Drawing, Turbo-Charged: (15 hrs.) Combining proven techniques, including Drawing on the Right Side of the Brain, The Natural Way to Draw and 35 years' experience helping others to burst through their blocks, Jan Adams will teach you how to unleash your creativity through drawing. **(Students will need to independently purchase approx. \$25 in materials)* *Self-Supporting*

Jackson Campus, Burrell, Room 203
T 2/12 - 3/19 5:30-8P J. Adams \$65*
Macon Campus, Room 205
T 4/2 - 5/7 5:30-8P J. Adams \$65*

COMPUTERS

CSP 4000- Excel: (8 hrs.) This course is designed for the beginning to intermediate level computer user. Microsoft Excel is a nearly indispensable tool for organizing, tracking, and analyzing almost any sort of data. Whether you've used Excel every day for years or you're just getting started, you will learn tips, tricks, and functionality you'll find hard to live without in this class. Navigating Excel; Using the Ribbon; Inserting Formulas and Functions; Working with Cells, Columns, and Rows; Searching for Data; Using Research Tools; Formatting a Workbook; Using Styles, Themes, and Conditional Formatting; Finding and Using Templates; Print Options; Workbook Properties, Views, and Organization are all covered. *Self-Supporting*

Macon Campus, Room 108
MW 3/25-4/3 5:30-7:30P S. Hanson \$75

CRAFTS

CSP 4000- Papercrafting; Making Cards and Gifts: (18 hrs.) Students will be guided through step-by-step instructions to personally complete and take home a variety of Spring/Summer themed Papercraft projects. Techniques learned will range from beginner to advanced, however no prior experience is required. Tuition includes all materials except glue needed to create weekly projects. Students should buy Tombo liquid glue (4oz). Course Projects may include Easter and Birthday Cards; Packaging (Boxes, Bags, Gift Card Holders) and July Fourth or Picnic Items. *Self-Supporting.*

Macon Campus, Room 205
M 3/25-4/29 5:30-8:30P T. Murphy \$115

CSP 4000- Basic Sewing: (15 hrs.) Learn basic sewing techniques, terminology, seams and fabric types. Learn to thread a machine and bobbin correctly and use various stitches. Each class builds your skills with 5 fun, take-home, finished projects. *(Students will need to purchase approximately \$25 in materials. Machines available for use, or bring your own machine.)* *Self-Supporting.*

Jackson Campus, Burrell, Room 303
M 1/28-2/25 5:30-8:30P M. Buscher \$75
M 3/25-4/22 5:30-8:30P M. Buscher \$75

FITNESS

CSP 4000- Fitness Fusion: (15 hrs.) Zumba techniques and toning sticks will make each workout feel more like a dance party than the traditional regimented style.

Jackson Campus, Bradford Hall, Gym *Self-Supporting*
T/Th 1/15-3/5 5:15-6:15P G. Wang \$65
T/Th 3/19-5/9 5:15-6:15P G. Wang \$65

CSP 4000- Gentle Yoga: (4 hrs.) During this 4-week class, participants will learn a gentle, simple flow that combines balance, strength and flexibility. The course is appropriate for new and experienced yoga students interested in learning a routine for home practice.

Jackson Campus, Burrell, Room 102 *Self-Supporting*
M 2/4-2/25 6-7P J. Ashlock \$25
Jackson Campus, Bradford Gym
M 4/8-4/29 6-7P J. Ashlock \$25

ITALIAN LANGUAGE

CSP 4000- Beginning Italian: (24 hrs.) This course will introduce students to the basic vocabulary and grammar of the Italian language as well as Italian culture. Students will learn to listen, understand, speak, read and write Italian at a beginning level thereby developing the necessary skills for basic communication and comprehension. This is a personal enrichment course, therefore the focus will be on learning while having fun doing it - no exams, no pressure! *Self-Supporting*

Jackson Campus, Burrell, Room 302
M 3/11-4/29 5:30-8:30P L. Costantino \$125

CSP 4000- Italian 3 / Advanced Italian: (24 hrs.) This course will build upon the vocabulary and grammar of the Italian language learned in Intermediate Italian. This is the perfect course for anyone who wants to improve their Italian language skills. This is a personal enrichment course, therefore the focus will be on learning while having fun doing it - no exams, no pressure! *Self-Supporting.*

Jackson Campus, Burrell, Room 302
T 1/15-3/5 5:30-8:30P L. Costantino \$125
Jackson Campus, Burrell, Room 303
T 3/12-4/30 5:30-8:30P L. Costantino \$125

MUSIC

CSP 4000-Demystifying the Guitar: (12 hrs.) This class is for all levels of experience. The course will give and interpret a fundamental system that allows you to teach yourself to play the guitar. Students will learn tuning, basic musical math of the 12 note scale, how to set these up on your guitar with or without a capo, master rhythm, and much more. *Self-Supporting*

Swain Center, Room 114
T 4/2-4/23 6-9P Wendell McRae \$60

PERSONAL ENRICHMENT

CSP 4000-Intro to Music Theory: (10 hrs.) An introduction to basic music theory for beginners as well as accomplished musicians who never learned any theory. The course will cover how major and minor scales are created, intervals, chords, and an introduction to reading music both on the staff and on lead sheets. The course is not specific to an instrument. *Self-Supporting*

Macon Campus, Room 215
M 2/4-3/4 5:30-7:30P B. Hollands \$40

CSP 4000-Makin' Mountain Music on Guitar (Banjo, Mandolin, Dobro, etc.): (12 hrs.) This course will explore fundamental musical concepts using well-known music standards. Learn how to have fun applying rhythm and melody to traditional mountain music! This course can span skill levels from beginners to advanced players. *Self-Supporting*

Jackson Campus, Burrell, Room 302
T 5/7-5/28 6-9P Wendell McRae \$60

CSP 4000-SCC Chorus: (16 hrs.) If you sing in a choir, this course is for you. Are you a soprano? Alto? Tenor? Bass? Sing in a variety of musical styles from contemporary choral pieces to choral classics and learn (or brush up on) the basics of music-reading for singers! This ensemble is open to everyone who would like an opportunity to improve their ability to blend, phrase, and work together in a musical group. *Self-Supporting*

Jackson Campus, Myers Auditorium
M 2/4-4/1 6-8P E. McCully \$80
M 4/8-5/20 6-8P E. McCully \$80

SPANISH LANGUAGE

CSP 4000- Beginning Spanish: (24 hrs.) This course will introduce students to the basic vocabulary and grammar of the Spanish language & culture. Students will learn to listen, understand, speak, read, and write Spanish at a beginning level thereby developing the necessary skills for basic communication and comprehension. *Self-Supporting*

Jackson Campus, Burrell, Room 302
Th 1/17-3/7 5:30-8:30P L. Costantino \$125

CSP 4000- Intermediate Spanish: (24 hrs.) This course will build upon the basic vocabulary and grammar of the Spanish language learned in Beginning Spanish. This is the perfect course for anyone who wants to improve their Spanish language skills. Films, games, music and food as well as an interactive multi-media approach will be used. *Self-Supporting*

Jackson Campus, Burrell, Room 302
Th 3/21-5/9 5:30-8:30P L. Costantino \$125

CSP 4000- Spanish 3: (24 hrs.) This course will build upon the vocabulary and grammar of the Spanish language learned in Intermediate Spanish. Films, games, music and food as well as an interactive multi-media approach will be used. This is a personal enrichment course, therefore the focus will be on learning while having fun doing it - no exams, no pressure!

Jackson Campus, Burrell, Room 302 *Self-Supporting*
W 1/16-3/6 5:30-8:30P L. Costantino \$125

SEF 3001- Spanish for Medical Professionals: (16 hrs.) This course will provide healthcare professionals with the fundamental tools needed to effectively communicate with their Spanish-speaking patients and families. Learners will practice the basics of the language, gain an understanding of the culture and learn how to ask questions crucial to healthcare while acquiring general medical concepts and terminology.

Jackson Campus, Burrell, Room 302 *Self-Supporting*
W 3/20-5/8 5:30-7:30P L. Costantino \$85

PHOTOGRAPHY

CSP 4000- Beginning To Intermediate Digital Photography: (18 hrs.) Join Matthew Turlington to learn about camera menus, lighting, focus, editing photos, and more. Students will need to bring a DSLR camera, owner's manual & tripod to class. (To view Matthew's work, visit matthewturlingtonphotography.com or Facebook.)

Jackson Campus, Burrell, Room 303 *Self-Supporting*
T 1/15-2/19 5:30-8:30P M. Turlington \$120
Macon Campus, Room 106
T 2/26-4/9 5:30-8:30P M. Turlington \$120

CSP 4000- Nature Photography (16 hrs.) Learn how to use your digital camera more effectively to capture interesting light, beautiful compositions, and brilliant colors. Cost of materials not included. *Self-Supporting*

Macon Campus, Room 215
T/Th 4/9 - 5/2 8-10A D. Campbell \$100

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BLUEGRASS, BLUE JEANS & BLING
2018 ANNUAL GALA
 Fundraiser to support student scholarships



Over 4 years, annual SCC gala raises more than \$250,000.

Since moving its annual gala to Harrah's Cherokee Casino Resort in 2015, the SCC Foundation has raised more than a quarter-of-a-million dollars.

As has been the case annually since its inception, the current year's gala yielded more money than the last. **"Bluegrass, Blue Jeans & Bling,"** which was held on Aug. 25, netted more than \$72,000 when factoring in table sponsorships, silent auction sales, wine pull proceeds and individual tickets. All money raised goes toward supporting SCC students through scholarships.

"None of our success with the gala would be possible without the generosity and support from our good friends at Harrah's," said Dr. Don Tomas, SCC President. "We are incredibly blessed to live in a region filled with kind and generous people who understand how Southwestern benefits our communities, and

they're always willing to step up with amazing levels of financial support. We cannot thank all our sponsors and donors enough.

"We also could not have done this without the help of all our volunteers," Dr. Tomas added. "Our co-chairs, Wendy LeMay and Lambert Wilson, once again did an amazing job of coordinating this gala. It takes a tremendous amount of work to make these events successful, and I deeply appreciate all the hard work that's done behind the scenes."

At this year's gala, attendees heard from scholarship recipients MaShon Gaddis and Yesenia Navarro. Gaddis is a current student while Navarro graduated in May. Each spoke briefly about how significant an impact their scholarships have made on their lives.

Thanks in part to the recent successful galas, the Foundation is experiencing unprecedented growth – and is

able to help more students each year. However, there is still much work to do. The Foundation's assets have more than doubled since Dr. Tomas became president in 2011 and currently stand at \$5,555,028.11.

During the 2017 gala, SCC celebrated the completion of its first million-dollar endowment. And as the Foundation continues to gather fundraising momentum, the college is able to support more students than ever.

"Harrah's Cherokee Casino Resort is happy to partner with SCC, working together to be leaders in the efforts to raise funds for education," said Brooks Robinson, Regional Senior Vice President and General Manager of Harrah's Cherokee Properties.

"Many employees and their family members have participated in the programs offered at SCC. We are proud of the work they do in making our communities stronger, and we look forward to continuing our partnership." Total amount of scholarships awarded in 2013-14 was \$51,355. This year's scholarship value was \$132,000 – and that's

in addition to the more than \$36,000 that was awarded to New Century Scholars. The Foundation also was able to provide \$4,500 to students in need through the Student Emergency Fund. Five years ago, the SCC Foundation was only able to help one out of every five students (42 out of 225) who applied for financial assistance. For the current academic year, SCC was able to assist one out of every three (93 out of 268).

But that still means two of every three qualified applicants aren't receiving assistance.

"We've come a long way, and that has everything to do with the generous spirit of our donors throughout Jackson, Macon, Swain Counties and the Qualla Boundary," said Brett Woods, Director of the SCC Foundation. "We aim to continue building on this momentum until we're able to provide financial assistance to every student who can use a hand up so that they can change their lives through the academic programs at Southwestern."



SMALL BUSINESS CENTER

Southwestern Community College's Small Business Center (SBC) is proud to serve small business owners and entrepreneurs with complimentary seminars, a resource center, and one-on-one counseling. As part of a network of experienced SBC's across North Carolina, we're dedicated to helping small businesses thrive. Our SBC understands the unique challenges that local businesses encounter, and we're ready to offer professional advice and instruction.

For more information about your local SBC, to reserve your seat or to request one-on-one confidential counseling visit www.ncsbc.net or contact us at 828.339.4426. Pre-registration required. There is no charge for these seminars.

BUSINESS STARTUP SERIES

How to Start a Business?

M 2/11 5:30-8:30P Jackson

The Importance of Choosing a Legal Structure

M 2/18 5:30-8:30P Jackson

Finding Financing For Your Business

M 2/25 5:30-8:30P Jackson

How to Write a Business Plan

M 3/4 5:30-8:30P Jackson

Basics of Bookkeeping

M 3/11 5:30-8:30P Jackson

Marketing your Business

M 3/18 5:30-8:30P Jackson

Business Taxes

M 3/25 5:30-8:30P Jackson

GENERAL BUSINESS SEMINARS

Succession Planning

W 1/23 11A-1P Jackson

Are You Ready to Start a Business?

W 2/6 11:30A-1P Macon

W 3/6 11:30A-1P Swain

Build Your Business' Website Using WordPress CMS

W 2/13 4-7P Jackson

Blogging with WordPress

W 2/20 4-7P Jackson

Drive Traffic to Your Business' Website Using Google Pay Per Click

W 2/27 4-7P Jackson

Dress for Success

W 3/6 9-11A Cherokee

Marketing 101

W 4/3 1-5P Macon

How to Write a Business Plan

F 4/5 9A-12P Cherokee

LIVE WEBINARS

Selling Online Today

Th 5/2 6-8P

Selling On Shopify

Th 5/9 6-8P

NON-PROFITS

Nonprofit Fundraising Boot Camp

T 3/26 & 3/27 Macon

BUSINESS JUMPSTART SERIES

How to Start a Business

Th 4/18 5:30-8:30P Macon

Financing Your Business

Th 4/25 5:30-8:30P Macon

How to Write a Business Plan

Th 5/2 5:30-8:30P Macon

PARTNERSHIP WITH HIGHLANDS CHAMBER OF COMMERCE - 8:30-10A

1/30 - Employee Handbook Essentials for Small Business Owners

2/27 - What can CRM do for Your Business?

3/27 - Succession Planning for Your Business

4/24 - Grow Your Small Business with Excellent Customer Service

5/29 - Life/Work Balance for Business Owner

PARTNERSHIP WITH SWAIN CHAMBER OF COMMERCE - 8:30-10A

1/23 - Understanding Small Business Taxes and Workers' Comp Insurance

2/13 - Life/Work Balance for Business Owners

3/27 - Grow Your Business with Excellent Customer Service

4/24 - Making An Offer They Can't Refuse



First Monday of each month from 9-10P.

2019

Jan- Starting a Business

Feb- Life/Work Balance

Mar- Great Customer Service

April- Navigating the Small Business Pipeline

May- Marketing Strategy.. Is it really important?

June- Product, Price & Cost

SMALL BUSINESS CENTER



BREAKFASTS & SUMMITS

BREAKFASTS

Women's Power Breakfast

Are you a female small business owner or have an idea for a new business? If so then join us for this great opportunity to step away from the office and network with fellow women entrepreneurs! Leave inspired and renewed with the comfort of knowing what resources are available to you and your business. Each breakfast we will have a specific topic/presentation as well as a guest speaker. This event is sponsored by Western Women's Business Center at Carolina Small Business Development Fund. Breakfast will be provided.

Work/Life Balance

W 2/13 8:30-9:45A Swain

Life/Work Balance for Business Owners

W 4/10 8:30-9:45A Macon

Partnerships & Collaboration to Grow Your Business

W 5/1 8:30-9:45A Jackson

SUMMITS

Creative Arts Business Summit

Experience a one-day summit specifically designed to address issues faced by current and prospective craft, art and other creative business owners. Arts based businesses are unique ventures with very specific challenges and opportunities that go beyond just being a talented artist. This not to miss full-day event will provide you with great information, networking opportunities and tools needed to power your business up and get moving towards your goals.

W 3/13 9A-5P Jackson

BREAKTHROUGH Business Marketing Summit

Join us for our BREAKTHROUGH Business Marketing Summit! This one-day summit will have two tracks, one for new startups and one for existing businesses. Whether you're a non-profit, for-profit, new or seasoned business, this event will be full of great marketing and sales information and resources for you! Break through the barriers and develop a successful marketing strategy for your business during our one-day marketing summit! Lunch will be provided!

Th 4/4 9A-5P Jackson

Digital Marketing Summit

Get more out of your digital marketing experience! Learn how social media marketing can impact your marketing strategy, driving customers to your door. Learn valuable tools to assist in developing basic graphics for, scheduling and managing your social media outlets to save you time and develop a brand following.

M 4/8 9A-5P Macon

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OUTDOOR Entrepreneurship Series

Want to GROW or START your business in the outdoor industry?

This new, hands-on seminar series features competitive advantage development for outdoor recreation industry entrepreneurs, both startups & existing small business owners. The Recpreneur™ series examines 3 key areas: creating, sharing & leading.

SESSIONS ARE: 10A.M. - NOON

Jan. 24 - Create Your Way: Systems Development and Management Innovation

Jan. 31 - Marketing and Branding with Values

Feb. 7 - Vision & Communication Strategies for Success



SCC's Small Business Center 2019



JAN. 8 - FEB. 26 • 6-9 P.M.

*Tuesdays • SCC Jackson Campus
Burrell Building*

Turn your interest in growing vegetables, fruits, herbs, other crops and livestock into a sustainable agriculture-based business. This practical hands-on approach gives you the skills needed to create and strengthen a successful business venture. You will also be introduced to resources and contacts you need to run your business more efficiently and effectively.

TOPICS WILL INCLUDE:

- BUSINESS PLANNING • FARM EVALUATION & GOAL SETTING
- MARKETING AND PRICING • UNDERSTANDING THE NUMBERS
- RULES AND REGULATIONS • RESOURCES AND FUNDING OPTIONS



Register at www.southwesterncc.edu/sbc
t_henry@southwesterncc.edu • 828.339.4426



GOT A TICKET?

We've got you covered!

By enrolling in SCC's Safe Driving Program

- Save money on your insurance
- Keep points off your license
- Sharpen your driving skills

There's nothing fun about getting a minor traffic citation or ticket.

The good news is that Southwestern Community College can help take away some of the sting.

"Our classes are short, informative and actually help you get something positive out of an otherwise unpleasant situation," said Scott Sutton, SCC's Dean of Workforce Continuing Education.

Drivers will need to check with the Assistant District Attorney to ask if they're eligible and to receive permission slips to take the class. Participants who complete the course will receive official forms to submit to the court.

SCC now offers three options: the traditional four-hour defensive driving program, an eight-hour "Attitudinal Dynamics of Driving" class for repeat offenders and a four-hour course entitled "Alive at 25" specially designed for younger drivers.

"We are grateful to the Safety & Health Council of North Carolina and to the District Attorney's office for their cooperation in making it possible to offer this opportunity to area residents," Sutton said. "We all benefit from having safer behaviors on the road, and these classes are proven to save lives and help folks make better driving decisions."

Dates, times and costs for the safe driving classes vary.

To learn more about these options, contact Vita Nations at 828.339.4656 or vitan@southwesterncc.edu.



WORKFORCE EDUCATION

SEF-3001- Defensive Driving Course: (4 Hrs.) This course will motivate drivers to change their behind-the-wheel behaviors and attitudes. It will give them key understanding, skills and techniques to avoid collisions and reduce future violations. The result is a more responsible driver who grasps best practices to prevent injury and death while operating a motor vehicle. This class is open to any individual or business wanting to increase their awareness of roadway safety. *Self-Supporting*

SEF-3001- Attitudinal Dynamics of Driving: (8 Hrs.) **COST: \$125 (CASH ONLY) NON-Refundable.** If you have been charged with one of the violations listed below, you may qualify for the Defensive Driving (8 hr.) Class. DDC-ADD is an 8-hour course that addresses the attitudes and behaviors of the negligent driver. Interactive exercises, lectures, visuals and thought provoking discussions are used to teach responsibility on the road. The DDC-ADD class must be completed within the time ordered by the court. *Self-Supporting*

TO TAKE ADVANTAGE OF THE PROGRAM DRIVERS SHOULD REGISTER AND COMPLETE THE FOUR-HOUR COURSE BEFORE THEIR COURT DATE. THE COST OF THE COURSE IS A NON-REFUNDABLE \$75 (CASH ONLY). DRIVERS MUST THEN ENTER A WRITTEN PLEA AGREEMENT AND PLEAD GUILTY TO A LESSER CHARGE. COURT COSTS AND FINES WILL BE ASSESSED.

- YOU ARE NOT ELIGIBLE FOR THIS PROGRAM IF...
- YOU HAVE PAID OFF THE TICKET OR CITATION BEFORE CLASS.
 - YOU HAVE A CDL AND YOUR VIOLATION OCCURRED WHILE OPERATING A COMMERCIAL MOTOR VEHICLE.
 - YOU COMPLETED THE CLASS IN EXCHANGE FOR A PJC, OR OTHERWISE RECEIVED A PJC, IN THE LAST THREE YEARS.
- **SPEED ZONES 35 MPH OR LESS (UP TO 20 MPH OVER LIMIT)
**SPEED ZONES 45 MPH OR MORE (UP TO 15 MPH OVER LIMIT)

You **MAY** be eligible for this program if your traffic citation is for:

- Careless and reckless - 20-141.6
 - Speeding in a school zone - 20-141.1
 - Speeding in a work zone - 20-141 (j2)
 - Speeding more than 20 mph over posted speed limit
- **You must have written permission from the Office of the District Attorney

Registration for defensive driving courses must be completed in person. We cannot complete registrations by phone or online at this time.

Must register five business days prior to start of class.

Refunds will NOT be granted for failure to attend class. Self Supporting class; no refunds.

Jackson Campus, Founders Hall

S	1/12	9A-6P	Rm. 117
S	3/2	9A-6P	Rm. 117
S	5/4	9A-6P	Rm. 117

For more information, call 828.339.4656. Self-Supporting classes are not eligible for refunds.

Jackson Campus, Founders Hall

T	1/8	6-10P	Rm. 117
T	1/29	6-10P	Rm. 117
S	2/16	9A-1P	Rm. 117
T	2/19	6-10P	Rm. 117
T	3/05	6-10P	Rm. 117
S	3/30	9A-1P	Rm. 117
T	4/16	6-10P	Rm. 117

Macon Annex

S	1/19	9A-1P	Rm. 205
T	2/5	6-10P	Rm. 205
T	3/19	6-10P	Rm. 205
T	4/2	6-10P	Rm. 205
S	4/27	9A-1P	Rm. 205

WORKFORCE EDUCATION

Workforce Education programs prepare you for current in-demand jobs in our service area. These programs allow you to explore your interests and train for the job you want. All classes are subject to availability based on many factors, including classroom availability, instructor availability, sufficient student pre-registration, etc.

To pre-register for any of our Workforce Education classes, or if you do not see a profession represented and would like to request training, call **828.339.4218** or email **d_rogers@southwest-erncc.edu**.

HOS-3007-Bartending: (24 hrs.) This course will assist students in becoming a professional bartender. The course will include information on making drinks, Alcoholic Beverage Control requirements, drink recipes, using proper amounts, mixes, glassware and garnishes. Class will include lecture, demonstration and hands-on participation. Students must be at least 21 years of age.
Jackson Campus, Balsam, Room 152
M,W,S 1/7-1/19 6-9P, 9A-4P(S) A. Blazer \$70


OSH 3013-OSHA 10 Hour Construction Outreach: (10 hrs.) This course is designed for construction workers, foremen, job supervisors, and anyone involved in the construction industry. OSHA recommends Outreach Training Program courses as an orientation to occupational safety and health for workers covered by **OSHA 29 CFR 1926**. Upon successful completion, students will receive an OSHA 10-Hour Construction Outreach DOL course completion card. *(Students must bring a check in the amount of \$5 for the card processing fee on the last night of class.)*
Macon Campus, Room 204
M,T 3/18-3/26 5-8P K.Allen \$70

RLS-3700-Real Estate Pre-licensing: (84 hrs.) This course meets the educational requirement for the North Carolina real estate broker license. It prepares you to pass the real estate broker examination administered by the N.C. Real Estate Commission (NCREC). Topics include basic real estate principles and practices, law and contracts, financing, closing, valuation, fair housing, property management, taxation and math.
Jackson Campus, Founders, Room 124 \$180+Textbooks
T,Th 3/5-5/16 5:30-9:30P R. Cooney

RLS-3704-NC Real Estate Post Licensing Broker Selected Topics: (30 hrs.) This course consists of high-level advanced instruction covering special topics. It includes land use controls, miscellaneous law issues, sale of undeveloped land and other special topics. For more information, go to <http://www.ncrec.state.nc.us/>. Textbook required: current edition of the NC Real Estate Manual.
Macon Campus, Room 106
T 1/22-2/19 9A-3:30P R. Cooney \$125

SAF 4000-Flagger Training: (4 hrs.) This certification course teaches the basic procedures and operations needed to become a Flagger. This course will provide each participant with the knowledge, skill, and responsible attitude to control traffic through work zones (safely-effectively-quickly). The course prepares participants to do highway or utility flagging.

Jackson Campus, Burrell, Room 302
M 2/11 5-9P K. Allen \$70
M 4/8 5-9P K. Allen \$70



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WORKFORCE EDUCATION

TABLE GAMES DEALER TRAINING SCHOOL

GAM 3001-Blackjack: (140 hrs.) SCC, in collaboration with Harrah's Cherokee Casino, is offering certification to help individuals enter the exciting gaming industry. This required two-part certification will teach the individual to proficiently deal the game, know the legal and regulatory aspects of gaming, operation of table gaming tools and equipment, accuracy and accounting skills, communication with players, card placement, chip handling, and understanding the casino industry and tourism environment.

T-F	12/11-1/25	7P-12A	\$180
T-F	1/15-3/1	11A-4P	\$180
T-F	2/19-4/5	7P-12A	\$180
T-F	3/26-5/10	11A-4P	\$180
T-F	4/30-6/14	7P-12A	\$180
T-F	6/4-7/19	11A-4P	\$180
T-F	7/9-8/23	7P-12A	\$180
T-F	8/13-9/27	11A-4P	\$180
Jackson Campus, Balsam			
M-Th	2/4-4/25	8-11P	\$180

Poker Dealer Training: (112 hrs.) Proficiently deal Poker games, know the legal and regulatory aspects of gaming, obtain table management skills, operation of table gaming tools and equipment, accuracy and accounting skills, communication with players, customer service aspects of gaming, cheque handling, Open/Closing Table, and understanding the casino industry and tourism environment.

Harrah's Cherokee Casino Resort			
T-F	1/28-3/15	12-4P	\$180
T-F	4/29-6/14	12-4P	\$180
Jackson Campus, Balsam			
M-Th	2/4-3/21	5-9P	\$180

ONLINE WORKFORCE EDUCATION COURSES

Classes start 1st Tuesday of each month 1/8, 2/5, 3/5, 4/2, 5/7. Registration Fee: \$185
Students must register five business days before the start date of the class.

CET 3100- Online Computer Technician: (288 hrs.) This course is specifically designed to prepare students for the CompTIA A+ certification exams.

MED 3300-Online Electronic Health Records Office Professional: (285 hrs.) Train for a new career as an Electronic Health Records Office Professional! In this career, individuals play an integral role in the daily operations of physician's offices and hospitals. Upon completion of the Electronic Health Records Office Professional program, you will be prepared for the appropriate certification exams.

MNT-3200-Alarm System Installation: (144 hrs.) This course introduces the student to the operation and skill standards for the alarm industry. Upon completion, the student will have the knowledge to sit for a national certification exam as an Alarm Security Technician. Students will be responsible for scheduling and sitting for exam. Exam cost is approximately \$210. Text Resources: NFPA 70 National Electrical Code 2014 & NFPA 72 National Fire Alarm & Signaling Code 2016.

MED 3300-Online Medical Transcription Editor Part I: (320 hrs.) This course is the first course in a two-part program designed to teach the student to transfer audio-recorded dictation into hard copy medical documents.

MED 3300-Online Medical Transcription Editor Part II: (320 hrs.) Learn to transfer audio-recorded dictation into hard copy medical documents. Online reference materials, student and technical support, personal employment consultations, contracts and pricing guide, referral letters, résumé examples, and a one-year help hotline are included. Must complete Part I to be able to register.

MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 1: (320 hrs.) AHIMA-approved, two-part course prepares students for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certification exams.

MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 2: (320 hrs.) This course will include legal compliance, CPT/HCPCS Coding, Advanced ICD-10 Coding, Advanced Anatomy & Physiology, and Exam Prep.

PHM 3250-Online Pharmacy Technician Training: (245 hrs.) This course provides curriculum that will prepare a student to find employment (and success) as a pharmacy technician in the health care or retail setting. Emphasis is placed on a variety of duties within the pharmacy environment and preparation for a final exam that also serves as an opportunity for students to determine their readiness for the Pharmacy Technician Certification Board (PTCB) exam.

MED 3300- Veterinary Office Manager: (347 hrs.) This on-line training program through Career Step will allow you to gain the skills needed to work as a veterinary assistant or a medical office assistant in any type of medical facility. Students will gain knowledge in Microsoft Office, Business Writing, Animal Safety, Client Management, Patient Management, Pharmacy and Pharmacology, Laboratory and Surgical Procedures, Medical Law and Ethics, Medical Office Procedures, Basic Anatomy, and Medical Office Management. This program prepares students to sit for the CMAA (Certified Medical Administrative Assistant) certification exam.



ED2GO

New classes start on 1/16, 2/13, 3/13, 4/17, 5/15
You must register at least five business days before the course begins

SCC offers eight-week online courses that provide education and training in a variety of areas! The courses are designed by a team of professionals from each respective field who work to provide you with an effective web-based learning experience. Prior to your course start date, you will receive a reminder e-mail that includes instructions on how to access the classroom website. Courses are hosted on ed2go's learning management system (LMS). Each program includes a set of lessons/modules and evaluations.

When you visit our website, instructions are readily available and easy to follow.
For additional information, please contact Vita Nations at 828.339.4656 or vitan@southwesterncc.edu

COMPUTER

CIS 3165-Introduction to InDesign CC: (24 hrs.) This course is applicable to any version of InDesign CS4 or newer. \$75

OST 3100-Microsoft Excel-Pivot Tables: (24 hrs.) Most organizations rely heavily on Microsoft Excel pivot tables to analyze and report financial information. \$75

WEB 3000-Creating Mobile Apps with HTML5: (24 hrs.) This course will provide students with the knowledge to build apps using the latest HTML5 standards. Students will learn how to imagine, design, build, and optimize a cross-platform mobile app. \$75

NONPROFIT MANAGEMENT

COM 3727-Get Grants!: (24 hrs.) Over this 6-week course, students will learn the step-by-step process of grant proposal writing, whether it be a federal grant, one from a national private foundation or a smaller grant from local foundation. Students will also learn about both federal and foundation grant writing, how to develop successful, grant-fundable proposals, how to recognize what makes a project attractive to a funding agency and see how to create a compelling case. In just a few weeks, students will be prepared to convert an idea into a complete, well-developed package. This course is highly recommended for development professionals, educators, nonprofit agency staff members or volunteers, and anyone else involved in fundraising for a large or small organization. \$75

MKT 3419-Marketing Your Nonprofit: (24 hrs.) This course will show students how to use powerful marketing techniques to compete more effectively for customers, donors, members, and volunteers. Students will also learn how to persuade the media to communicate an organization's message and further its ideals and goals. \$75

MKT 3419-WOW! What A Great Event!: (24 hrs.) This course reveals proven tips, tools, techniques and procedures used by experts and master event planners. Students will discover how to select the right suppliers for food, decorations, entertainment, and learn how to effectively employ them within budgetary constraints. Students will get easy access to event industry information compiled by and for professional event planners. Students will be pointed in the right direction to meet other event and meeting planners and to join a professional association or industry group. \$75

MLS 3710-Nonprofit Fundraising Essentials: (24 hrs.) Students will explore the skills needed to become successful at fundraising, where the best corporate and foundation fundraising jobs are and how to apply for them. Course topics include: every area of nonprofit fundraising, annual funds, special events, corporate relations, foundation relations, major gifts, planned giving, and capital campaigns. In addition, students will be given real-life examples of writing projects, as well as, fundraising software tools that can be used to track efforts and enhance the results. \$75

PROJECT MANAGEMENT FUNDAMENTALS SERIES

LOG 3400 - Project Management Applications (24 hrs.) In this six-week course, an experienced Project Management Professional will teach you the same powerful tools and techniques that experienced project management professionals rely on every day. \$75

TEACHER PROFESSIONAL DEVELOPMENT
EDU-3200-Creating the Inclusive Classroom: Strategies for Success (24 hrs.) In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day—learning proven strategies for inclusion that turn diversity into opportunity. With a mix of students who have learning disabilities, neurobiological disorders, and physical challenges, the modern classroom requires an efficient and effective teacher who can prioritize under tight deadlines and be creative on demand. \$75

EDU-3001-Spanish in the Classroom: (24 hrs.) This class starts with the basics of Spanish pronunciation, and then moves right into simple words. Then you'll learn more of the basics of conversational phrases, family names, and directions. Next, we'll get into what it's like on the first day of school as we go over words related to enrolling new students, conversing in the classroom, talking about rules and behavior, and basic vocabulary for various academic subjects. We'll also cover Spanish words and phrases to use in the cafeteria, on the playground, and in the nurses office! Finally, we'll delve into some survival phrases for the parent-teacher conference as you learn to describe how a child is doing, talk about academic or behavior problems, and discuss grades and homework. Please ensure your school is eligible to issue professional development units, and that the course is approved by your professional learning coordinator. \$75

SCC PROVIDES TOURNIQUET CRISIS TRAINING FOR MACON COUNTY FACULTY

No one wants to think about what it might be like to have a school shooting in a rural mountain community like Franklin or Otto.

But if ever a worst-case scenario transpires, everyone involved will be glad they planned ahead.

Approximately 400 public school teachers from throughout Macon County did just that on Monday, Aug. 21, by participating in some tourniquet and critical incident training provided by Southwestern Community College and assisted by Macon County Emergency Medical Services.

"The training has been excellent," said Julie Rogers, who serves as a nurse for Macon County Schools. "I hope this becomes an annual event because these (tourniquet) kits can save a life. A lot of the training that we as school nurses are required to provide for these teachers is being done today, so this event works well. It allows us to take care of all the pieces at the same time."

Over the summer, Macon County Schools became the first in SCC's service area to purchase tourniquet kits for every classroom.

Funding for the kits was provided by multiple sources, including the Macon County Health Department.

During the training, teachers learned how to properly apply the

tourniquets to help stop bleeding until an emergency medical services professional arrives.

"I was very pleased with the training overall," said Todd Sumner, EMS Program Coordinator and Instructor for SCC. "We had great turnout, and the teachers were extremely receptive to the techniques we showed them. If every classroom in America was equipped with these tourniquets, and if every teacher was trained to properly use them, lives could be saved every single year."

For more information about the training provided through SCC's Public Safety Training Center, call 828.306.7041 or visit www.southwesterncc.edu/pstc.





PUBLIC SAFETY TRAINING

The Jerry Sutton Public Safety Training Center (PSTC) is a division of Southwestern Community College (SCC). SCC-PSTC is located within the Macon County Industrial Park, on Highway 64-West. The facility is primarily dedicated to coordinating Public Safety Training Programs (EMS, Fire/Rescue, and Law Enforcement) to all agencies within the SCC service area and beyond.

EMERGENCY MEDICAL SERVICES

Pre-registration is required for all EMS certification courses. Courses may also be cancelled due to insufficient enrollment. For more information or to enroll in EMS training contact Todd Sumner at 828.306.7044 or todds@southwesterncc.edu. You may also search for and register for classes here: www.southwesterncc.edu/pstc/ems-class-schedule

BLS for Healthcare Providers: This course is for healthcare professionals who need to know how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital and out-of-hospital settings. Call for more information.

EMS Instructor Methodology-online: This course is designed to meet the requirements of the Office of EMS for those individuals who are seeking to become a North Carolina Level I EMS Instructor. Call for more information.

Heartsaver CPR, AED & First Aid: This course is for anyone with limited or no medical training who needs a course completion card in first aid, CPR and AED use to meet job, regulatory or other requirements. Call for more info.

Law Enforcement First Response Tactical Casualty Care: LEFR-TCC teaches public safety first responders including police, other law enforcement officers, firefighters, and other first responders the basic medical care interventions that will help save an injured responder's life until EMS practitioners can safely enter a tactical scene. It combines the principles of PHTLS and TCCC, and meets the recommendations of the Hartford Consensus document and TECC guidelines. Call for more information.

Tactical Emergency Casualty Care (TECC) Course: In response to the increased need for tactical trauma care education, the PHTLS Committee is pleased to announce that the Tactical Emergency Casualty Care (TECC) curriculum is now available. This new 16 hour course is designed for EMS practitioners needing tactical casualty care training for the civilian sector and meets all Tactical Emergency Casualty Care guidelines. Call for more information.

Advanced Emergency Medical Technician (AEMT): The primary focus of this course is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. The Advanced Emergency Medical Technician is a link from the scene to the emergency health care system.

Pre-Hospital Trauma Life Support (PHTLS): PHTLS is developed by the National Association of Emergency Medical Technicians in cooperation with the American College of Surgeons Committee on Trauma. The Pre hospital Trauma Life Support PHTLS course is a unique continuing education program created in recognition of the real need in EMS education for additional training in the handling of trauma patients. This indispensable program is designed to enhance and increase knowledge and skill in delivering critical care in the prehospital environment. Call for more information.

Advanced Medical Life Support: NAEMT's Advanced Medical Life Support (AMLS) course is the first EMS education program that fully addresses how to best assess and manage the most common medical crises in patients, offering a "think outside the box" methodology. It is for all levels of practitioners with a strong commitment to patient care, including emergency medical technicians, paramedics, nurses, nurse practitioners, physician assistants, nurse anesthetists and physicians. The course emphasizes the use of scene size-up, history, interactive group discussion on potential treatment strategies, and physical exam to systematically rule out and consider possibilities and probabilities in treating patients' medical crises. The course offers an initial assessment-based approach that progresses to a diagnostic-based approach to quickly develop the best treatment plan. Call for more information.

Emergency Medical Responder: The primary focus of the Emergency Medical Responder is to initiate immediate lifesaving care to critical patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional EMS response and to assist higher level personnel at the scene and during transport. Emergency Medical Responders function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Responders perform basic interventions with minimal equipment. The class consists of 72 hours didactic and hands-on patient scenario training. Call for more information.

Pediatric Critical Care: (24 hrs.) This course covers pediatric renal failure, status epilepticus in pediatrics, pediatric burn patient, pediatric stroke patient, etc. Call for more information.

EMS Technical Scope of Practice Evaluations: Call for appointment.

Emergency Medical Technician - Hybrid Course: The primary focus of the Emergency Medical Technician is to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This offering consists of 200 hours of didactic web-based coursework and several in class practical sessions held at the Jerry Sutton Public Safety Training Center located in Franklin as well as 24 hrs. of EMS Field Internship. Call for more information.

FIRE AND RESCUE

SCC offers a wide variety of fire and rescue training courses in cooperation with individual fire and rescue departments in Jackson, Macon, Swain Counties and the Qualla Boundary. For a current listing of course offerings, visit www.southwesterncc.edu/pstc/fire-rescue or contact **Benji Johnson at 828.306.7045 or b_johnson@southwesterncc.edu**.

FIP 3000: Firefighter Academy: (458 hrs.) This State accredited program is designed to prepare entry level individuals with the cognitive and physical skills to become certified firefighters. The Fire Academy, upon completion, will enable the graduate to be certified to work as a Firefighter in the State of North Carolina or any other IFSAC or Pro-Board Compliant state pending completion of the Firefighter certification test. SCC-PSTC Spring 2019

FIP: 3711 Fire Officer II: (28 hrs.) This class will present the Fire Officer candidate with the knowledge, skills and ability to satisfy the requirements of Chapter Five of NFPA 1021: Standard for Fire Officer Professional Qualifications. SCC-PSTC December 2018

FIP: 6501 TR Rescue Operations: (12 hrs.) This certification-related course in rescue operations will present the Technical Rescuer (TR) with the requirements for pre-planning, scene size-up, and hazards assessment for incidents involving rope rescue. This course should be offered consistent with the most current NC Fire and Rescue Commission guidelines. Contact the Office of State Fire Marshal (OSFM) for details. Reference: NFPA 1006 Chapters Five and Six. Call for more information and offering dates.

FIP: 6400 NC RIT Course: (40 hrs.) This block course covers all three required parts of the NC Rapid Intervention Team (NCRIT) Certification course series as outlined by the NC Fire and Rescue Commission: FIP: 6401 NCRIT Mayday, FIP: 6402 NCRIT Firefighter Survival, and FIP: 6403 NCRIT Rapid Intervention. This transfers as one "all or nothing" block to the Office of State Fire Marshal (OSFM). Students who complete this course also satisfy the Mayday (FIP: 6401) and Safety & Survival (FIP:6402) courses in the Firefighter Certification. Call for more information.

FIP: 3011: Fire Hose Stream and Appliances: (20 hrs.) This course will teach students about the many types of fire hoses available to them and the applications of each. Cowee Fire Department, September 2019

FIP: 3018 Water Supplies: (20 hrs.) This class is to be designed to give firefighters the knowledge needed to be successful in water operations. Class topics include water supply calculations, how to obtain different water supplies and how to provide water to an emergency scene. SCC-PSTC, September 2019

FIP: 3632 Pump Maintenance and Testing: (24hrs.) This certification-related course is designed to educate driver/operators responsible for the operation of fire department pumping apparatus. This course should be offered consistent with the most current Commission guidelines. Call for more information and offering dates.

LAW ENFORCEMENT

CJC-3938: North Carolina - Basic Law Enforcement Training (NC-BLET): (755+ Hrs.) The North Carolina - Basic Law Enforcement Training course is a state-accredited program designed to prepare entry-level individuals with the cognitive and physical skills to become certified police officers and deputy sheriffs. **Tiffany Holland**, NC Law Enforcement Coordinator/Instructor, 828.306.7046 or e-mail at tj_holland@southwesterncc.edu. SCC-PSTC

CJC-3941: North Carolina - Detention Officer Certification Training (NC-DOCC): (208 Hrs.) The North Carolina - Detention Officer Certification Course is a state accredited program designed to prepare entry-level individuals with the cognitive and physical skills for eligibility as certified Detention Officers. **Mitch Boudrot**, LETP Director, 828.306.7043 or e-mail at m_boudrot@southwesterncc.edu. SCC-PSTC

CJC-3928: General Instructor Training Course (NC-GI) (78 Hrs.) Prior to instructing any commission-mandated course or attending any of the Specialized Instructor Courses successful completion, application for, and granting of certification as a Probationary Instructor is required. **Mitch Boudrot**, LETP Director, 828.306.7043 or e-mail at m_boudrot@southwesterncc.edu. SCC-PSTC

CJC-5055: National Park Service - Seasonal Law Enforcement Training - Basic Training Initiative (NPS-SLET/BTI) Program: (767.5 Hrs.) Course information and application materials may be accessed online at southwesterncc.edu/pstc/law-enforcement/national-park-service-nps. Applicants are required to meet all required qualifications. **Don Coleman**, National Park Service - Law Enforcement Training Coordinator, 828.306.7055 or d_coleman@southwesterncc.edu.

CJC-3952: Mandated In-Service Training (MIST): (Varies by Topic) These courses are designed to provide training in all topical areas for continued certification as a law enforcement officer. Traditional - **Mitch Boudrot**, Law Enforcement Training Program Director/Coordinator/Instructor, 828.306.7043 or m_boudrot@southwesterncc.edu. On-line - **Melisa McNeil**, Instructional Technologist, 828.306.7033 or m_mcneil@southwesterncc.edu.

CJC-3934: Speed Measurement Instrument (SMI) Training - Basic RADAR Operator Training, RADAR Operator and RADAR/LIDAR Operator Recertification, Basic LIDAR Operator Training: Basic Operator and Recertification courses for certified and employed local, state or federal law enforcement officers. The SMI training schedule can be accessed at <https://www.southwesterncc.edu/pstc/law-enforcement/speed-measurement-training>. **Curtis Dowdle**, Dean of Public Safety Training, 828.306.7040 or cdowdle@southwesterncc.edu.

For additional SCC-Public Safety Training - Law Enforcement Training Program information, please visit: <https://www.southwesterncc.edu/pstc/law-enforcement>.

JACKPOT!

TABLE GAMING SCHOOL COMING TO SCC'S JACKSON CAMPUS!

It's never been easier to get the skills you need to make lucrative wages working for one of the region's largest employers.

This spring, Southwestern Community College will offer its table-gaming classes at its Jackson Campus in Sylva. Previously, the classes have only been available in Cherokee.

In addition to blackjack, SCC will also offer Poker classes in the Balsam Center.

"When factoring in tips, many of our graduates are making more than \$50,000 a year," said Scott Sutton, Dean of Workforce Continuing Education at SCC. "At the current time, Harrah's Cherokee Casino Resort has dozens of openings for table-gaming professionals. Our program isn't easy. But if you're good at math, enjoy socializing and can handle standing up for a good portion of your work shift, we can show you how to make a lot of money and have a blast at the same time."

Hurry! Class size is limited. Register today to guarantee your seat!

Jackson Campus Schedule:

Blackjack:

Jackson Campus, Balsam
M-Th 2/4-4/25 8-11P \$180

Poker Dealer Training:

Jackson Campus, Balsam
M-Th 2/4-3/21 5-9P \$180

TO SIGN UP:

Be part of the first set of classes!

Call 828.339.4425 or ldowns@southwesterncc.edu to guarantee your spot today!

Visit page 17 for a list of all Spring 2019 Table Games Dealer Training Classes. Registration is limited.



HERITAGE ARTS

CERAMICS & POTTERY

CSP 4000 - Intro to Clay: This short class is a great introduction working with clay! Students will have the opportunity to hand build several pieces of pottery and try working with clay. Cost of materials is included. Prerequisite: None.

Swain Center, Room 125				<i>2 hrs, 0 CEU. Self-supporting</i>
M	1/7	6-8P	J. Matthews	\$20
S	1/26	10A-12P	J. Matthews	\$20
S	2/23	1-3P	J. Matthews	\$20
S	3/23	10A-12P	J. Matthews	\$20
S	4/27	1-3P	J. Matthews	\$20

CSP 4000 - Intro to Wheel: This short class is a great introduction to the potter's wheel! Students will have the opportunity to try out the potter's wheel and throw several pieces. Cost of materials is included. Prerequisite: None.

Swain Center, Room 125				<i>2 hrs, 0 CEU. Self-supporting</i>
S	1/26	1-3P	J. Matthews	\$20
S	2/23	10A-12P	J. Matthews	\$20
S	3/23	1-3P	J. Matthews	\$20
S	4/27	10A-12P	J. Matthews	\$20

PRC 3140 - Low Fire Pottery: Producing items for low fire processes will be the focus of this course. Student will work with fuming, pit-firing, horse hair, and alcohol reduction. Cost of materials not included. Prerequisite: None.

Swain Center, Room 125				<i>45 hrs, 4.5 CEU.</i>
T,Th	1/10-3/5	2-5P	J. McKee	\$125

PRC 3104 - Beginning & Intermediate Wheel: An Introduction to pottery making. Cost of materials not included. Prerequisite: None.

Swain Center, Room 123				<i>96 hrs, 9.6 CEU.</i>
T,Th	1/10-5/15	6-9P	E. Delfield	\$180

PRC 3104 - Style Development: Intermediate and advanced students will develop a body of work sale and presentation. Cost of materials not included. Prerequisites: Beginning & Intermediate Wheel and Instructor's permission.

Swain Center, Room 125				<i>96 hrs, 9.6 CEU.</i>
T,Th	1/10-5/15	6-9P	J. McKee	\$180

PRC 3104 - Hand Building I: Students will concentrate on hand building from strips, slabs, extrusions, and chunks. Topics covered include general forms, attachments, handles, and glazing and firing techniques. Cost of materials not included. Prerequisite: None.

Swain Center, Room 123				<i>24 hrs, 2.4 CEU.</i>
M,W	1/14-2/25	10A-12P	J. Matthews	\$70

PRC 3104 - Storage Containers: Students will explore a variety of heritage forms used for storage including bearers, jars, jugs, bottles, salt cellars, and crocks. Students will be encouraged to suggest forms to explore. Cost of materials not included. Prerequisites: Beginning Wheel.

Swain Center, Room 125				<i>45 hrs, 4.5 CEU.</i>
T,Th	1/15-3/7	9A-12P	K. Hubbs	\$125

PRC 3104 - Wood Fire: Learn the basic process and techniques of the wood-fired pottery kiln. Students will learn what types of clay to use, application of slips & glazes, and how to develop a firing schedule. The class will culminate with an 18-hour firing. Cost of materials not included. Prerequisites: Beg. & Int. Wheel and/or Instructor's permission.

Swain Center, Room 123				<i>24 hours, 2.4 CEU.</i>
F	2/8-3/4	10-11A	E. McIlvaine	\$70
F	4/5-5/6	10-11A	E. McIlvaine	\$70

PRC 3104 - Basic Wheel Throwing: An introduction to using the potter's wheel. Students will learn to center clay on a wheel, turn, trim, and glaze basic forms. Additional topics covered include the clay materials, basic pottery vocabulary, and safety. Cost of materials not included. Prerequisite: None.

Swain Center, Room 123				<i>24 hrs, 2.4 CEU.</i>
M,W	2/4-2/27	5:30-7:30P	S. Coe	\$70
M,W	4/1-4/29	5:30-7:30P	S. Coe	\$70

PRC 3104 - Hand Building II: A continuation from Hand Building I, students will develop complex forms, focusing on quality and finish. Topics covered include clay bodies, extrusion, and sculptural forms. Cost of materials not included. Prerequisite: None.

Swain Center, Room 123				<i>24 hrs, 2.4 CEU.</i>
M,W	3/18-4/24	10A-12P	J. Matthews	\$70

PRC 3104 - Plates & Platters: Learn how to create a variety of flatware. From saucers to dessert plates, severing platters and trays, explore a variety of flat forms including attachments and decorations. Cost of materials not included. Prerequisites: Beginning Wheel.

Swain Center, Room 125				<i>40 hrs, 4.0 CEU.</i>
T,Th	3/19-5/9	10A-12P	K. Hubbs	\$125

PRC 3104 - Pots from Local Clay: Learn how to process and prepare locally sourced clay. Get hands on and create a variety of forms using both traditional and contemporary techniques. Cost of additional materials not included. Prerequisite: Beginning Wheel and/or instructor's permission.

Swain Center, Room 125				<i>30 hrs, 3.0 CEU.</i>
T,Th	3/19-5/9	3-5P	K. Hubbs	\$125

CSP 4000 - Clay Basics: Create a variety of hand built pottery in this series of short classes. Projects will include sculpture, trays, bowls, flowerpots, boxes, and many more! Cost of materials included. Prerequisite: None. Please contact the Cashiers Senior Center (828.745.6856) for more information or to register.

Cashiers Senior Center, Room 4				<i>2 hrs, 0 CEU. Self-supporting</i>
T	1/29	10A-12P	J. Marley	
T	2/19	10A-12P	J. Marley	
T	3/26	10A-12P	J. Marley	
T	4/30	10A-12P	J. Marley	

HERITAGE ARTS

CSP 4000 - Independent Study Ceramics: Self-directed, independent study for experienced individuals. Participants will get open access to the pottery studio and can meet weekly with the instructor to review progress. Cost of materials not included. Prerequisites: Portfolio review or Beginning Wheel.

Swain Center, Room 125				<i>2 hrs, 0 CEU. Self-supporting</i>
Th	1/10-1/31	1-3P	K. Hubbs	\$65
Th	2/7-2/28	1-3P	K. Hubbs	\$65
Th	3/7-3/28	1-3P	K. Hubbs	\$65
Th	4/4-4/25	1-3P	K. Hubbs	\$65
Th	5/2-5/30	1-3P	K. Hubbs	\$65

CREATIVE INTERESTS

CSP 4000 - Medicinal Herbs: Learn about useful and helpful plants growing in your garden. We'll cover how to collect these plants and a the variety of uses for them, included essential oils, tinctures, and compresses. Cost of materials not included, \$10 materials fee. Prerequisites: Must be 16yrs of age.

Swain Center, Room 114				<i>2 hrs, 0 CEU. Self-supporting</i>
S	1/19	10A-12P	K. Taylor	\$18

CSP 4000 - Rolled Beeswax Candles: A great class for all skill levels! Beeswax candles are fun to make and have many health benefits including increasing negative ions and burning cleanly without toxic fumes. Cost of materials not included, \$10 materials fee. Prerequisites: Must be 16yrs of age.

Swain Center, Room 114				<i>2 hrs, 0 CEU. Self-supporting</i>
S	2/9	10A-12P	K. Taylor	\$18

CSP 4000 - Bonsai: Learn the Japanese Art of Bonsai! Students will learn the basic principles and ideas of Bonsai while shaping their first tree. Cost of trees not included, trees will be available for purchase (\$10). Prerequisites: Must be 16yrs of age.

Swain Center, Room 114				<i>2 hrs, 0 CEU. Self-supporting</i>
W	3/27	10A-12P	K. Taylor	\$18
W	4/24	10A-12P	K. Taylor	\$18
W	5/22	10A-12P	K. Taylor	\$18

CSP 4000 - Plein Air Painting: This 1-day workshop will focus on oil painting outside, drawing inspiration from our mountain landscape. Students will need a French or box easel, brushes, oil or acrylic paint, pallet, mediums, and towels for cleaning. In case of rain, the class will move to a covered area. Cost of materials not included. Prerequisites: None.

Swain Center, Room 110				<i>3 hrs, 0 CEU. Self-supporting</i>
F	4/5	10A-12P	J. Marley	\$20
F	5/3	10A-12P	J. Marley	\$20

GLASS

PRC 3104 - Beginning Glass: An Introduction to glass blowing and the glass studio. Cost of materials not included. Prerequisite: None.

Off Campus - Jackson County Green Energy Park				<i>24 hrs, 2.4 CEU.</i>
T,F	2/5-3/1	4-7P	C. Johnson	\$70
T,F	3/5-3/29	4-7P	C. Johnson	\$70

PRC 3104 - Intermediate Glass: Students will build on the skills learned In Beginning Glass and explore more complex forms and processes in the creation of glass art. Additional topics covered include the selection materials and focus on forms. Cost of materials not included. Prerequisite: None.

Off Campus - Jackson County Green Energy Park				<i>48 hrs, 4.8 CEU.</i>
T,F	4/2-5/31	4-7P	C. Johnson	\$125

PHOTOGRAPHY

PHO 3001 - Lightroom: Learn how to enhance your photographs using Adobe Lightroom. No software needed, you'll find everything in our computer lab. Don't forget your USB drive and bring your camera, too! Cost of materials not included. Prerequisites: None.

Swain Center, Room 105				<i>16 hrs, 1.6 CEU.</i>
M,W	1/7-2/4	9-11A	H. Campbell	\$70

PHO 3001 - Winter Photography: Make the most of winter by capturing the landscape with your digital camera! Learn techniques for photographing in the cold, capturing ice crystals and frost, and, if we are lucky, snowfall. Cost of materials not included. Prerequisites: None.

Swain Center, Room 114				<i>16 hrs, 1.6 CEU.</i>
M,W	2/11-3/6	9-11A	H. Campbell	\$70

PHO 3001 - Nature Photography: Learn how to use your digital camera more effectively to capture interesting light, beautiful compositions, and brilliant colors. By the end of the class, you will have some beautiful nature photographs and will know how to use your camera in ways beyond "automatic" so you can take those "WOW!" photographs more often. Cost of materials not included. Prerequisites: None.

Swain Center, Room 114				<i>16 hrs, 1.6 CEU.</i>
M,W	3/18-4/10	9-11A	H. Campbell	\$70

PHO 3001 - Photographing Flowers: Learn how to close-ups and detailed photos of flowers and plants. You'll learn what lenses and setting to use for the best results. We'll also work on editing and enhancing your photos to maximize the dramatic impact. Cost of materials not included. Prerequisites: None.

Swain Center, Room 114				<i>16 hrs, 1.6 CEU.</i>
M,W	4/15-5/8	9-11A	H. Campbell	\$70

PRINTMAKING & BOOK ARTS

CSP 4000 - Personal Journal: Print and bind your own personal journal. Students will design a linoleum block to print a cover for a journal they will make themselves. Cost of materials included. Prerequisites: none.

Swain Center, Room 110				<i>3 hrs, 0 CEU. Self-supporting</i>
S	1/26	10A-1P	A. Kirtley	\$27

Greeting Cards & Postcards: Students will design and print their own greeting cards and postcards using letterpress printing for the text and a hand-printed image of their own design that they will carve in linoleum. Cost of materials included. Prerequisites: none.

Swain Center, Room 110				<i>4 hrs, 0 CEU. Self-supporting</i>
S	2/2	10A-2P	A. Kirtley	\$27

HERITAGE ARTS

CSP 4000 - Cherokee Language Printing: This class will explore printing in the Cherokee language, including historical and contemporary developments. Cost of materials included. Prerequisite: Must be 16yrs of age.

Swain Center, Room 110 2.0 hrs, 0CEU. Self-supporting
F 2/8 10A-12P J. Marley \$20

CSP 4000 - Pressure Printing: Create a set of fun cards with a variety of designs in this short class. We'll explore how to get color variations, a variety of textures, and additional process you can do to your prints. Cost of materials included. Prerequisites: None. 2 hrs, 0CEU. Self-supporting

Swain Center, Room 110
F 3/8 10A-12P J. Marley \$20

CSP 4000 - Artist Trading Cards: Take part in the Artist Trading Card community by designing, carving and printing your own 2.5"x3.5" piece of art for exchange with other artists. Students will do a two-color print with two linoleum blocks and print the cards by hand. Cost of materials included. Prerequisites: none. 3 hrs, 0CEU. Self-supporting

Swain Center, Room 110
S 3/9 10A-1P A. Kirtley \$27

PRC 3104 - Domestix: Introduction to letterpress printing and book arts through the writing and illustration of a short home-based narrative. An introduced to printmaking and bookarts, students will create linoleum block illustrations and develop text for a short book inspired by aspects of their home life. The inspiration can be anything from pets, to family, the history of the house structure, or their family's favorite recipes. Cost of materials not included. Cost of materials not included. Prerequisite: None.

Swain Center, Room 110 24 hrs, 2.4 CEU.
S 3/23-5/18 10A-1P A. Kirtley \$70

CSP 4000 - Independent Study Print: Self-directed, independent study for experienced individuals. Participants will get open access to the print studio and can meet bi-weekly with the instructor to review progress. Cost of materials not included. Prerequisites: Review of previous experience.

Swain Center, Room 110 1 hrs, 0CEU. Self-supporting
F 1/11-2/1 9-9:30A J. Marley \$40
F 2/8-3/1 9-9:30A J. Marley \$40
F 3/8-3/29 9-9:30A J. Marley \$40
F 4/5-4/26 9-9:30A J. Marley \$40
F 5/3-5/31 9-9:30A J. Marley \$40

WEAVING & FIBER

CSP 4000 - Intro to Weaving: Learn the basics of loom weaving! This short class will get you started using a simple cardboard loom to create a small woven piece. All materials provided. Prerequisites: Must be 16yrs of age.

Swain Center, Room 114 2 hrs, 0CEU. Self-supporting
F 1/18 10A-12P K. Taylor \$18
F 2/8 10A-12P K. Taylor \$18
F 2/22 10A-12P K. Taylor \$18

CSP 4000 - Dryer Balls: Create your own wool dryer balls to infuse oils and keep static down in your laundry. This class is a great introduction to the art of felting. Cost of materials not included, \$10 materials fee. Prerequisites: Must be 16yrs of age. 2 hrs, 0CEU. Self-supporting

Swain Center, Room 114
S 2/23 10A-12P K. Taylor \$18

Don't see a time that fits your schedule?

.....Give us a call!

We can set up a class to meet your needs.

To learn more information call 828.366.2005

OR email j_marley@southwesterncc.edu.



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